

HIGHLIGHTS OF CM/ECF VERSION 3.0

Case Opening (Voluntary BK):

- The search for a party screen now allows entry of last, first and middle names when searching the database.
- There is no longer an option for pro se “y/n”. If the party is pro se you do not enter an attorney.
- You no longer need to select a party type on the Party Information screen. “Debtor (db:pty)” is silently assigned by the system.
- There is no longer a copy address feature for joint filings.
- You will receive a warning message if the first name, ss# or tax id # is left blank on the Party Information screen; however, these fields can be by-passed. You are required to enter information in address field 1.
- There is a new selection for type of debtor - Non Profit Organization.
- There is a new option on the Party Information screen to add a Corporate Parent for a party. This allows you to link an existing or new corporate parent to the party.
- There is no consumer option for ch 12 - only business.

Case Opening (Adversary Proceeding):

- The Party Information screen now allows entry of last, first and middle names when searching the database.
- You will be prompted to enter the plaintiff(s) first and then the defendant(s). The party type is silently assigned by the system.
- There is the opportunity to enter primary nature of suit and secondary nature(s) of suit.
***Whenever 727 nature of suit is involved, it should always be entered as the primary nature of suit.*
- An objection to discharge flag will automatically appear in the main case when a complaint objecting to discharge of debt or debtor is opened.
- The text of the complaint event (which includes the AP case number) spreads to the main BK case docket report.

Case Opening (Involuntary):

- The “Open Involuntary Case” menu option is on the first screen.
- Case type “bk” and Joint Petition “n” are automatically set by the system.
- The “voluntary/involuntary” selection has been removed from the statistical screen.
- When prompted, indicate that you are the attorney representing the petitioning creditor.

Claims:

- Access will not be given to “Edit Creditor” through the File Claims menu option.
- After selecting “File Claims” from the main menu, use the “Add Creditor” option *only when filing a claim for a creditor who is not already listed on the case.*
- Single or multiple claims in the same case can be assigned to a transferee in one transaction.
- The claims register will reflect information related to the transfer of claims.
- Amended claims will now receive an extension number from the original claim rather than a

new claim number.

- The events “objection to claim”, “withdrawal of claim” and “objection to transfer of claim” will prompt you to enter the related claim number. Entering the related claim number will provide an accurate display of claims history on the claims register.

Creditor Maintenance:

- In Creditor Maintenance, the “Edit Creditor” option has been removed from the menu.
- In Creditor Maintenance, do not use the “Enter individual creditors” option to add a creditor(s). If you need to add a creditor for the purpose of filing a proof of claim, choose the option “File Claims” from the main menu.
- When filing a Notice of Appearance or Amended Schedules (adding creditors) you will have the option to add one or multiple creditors in one transaction in a single text box (you can copy/paste from other documents). In the single text box, multiple name/address records can be pasted from a matrix (up to 10 at a time). Leave a blank line between creditors.
- File a Notice of Change of Address if a creditor's address needs to be modified.

Attorneys:

- If a party is no longer represented by an attorney, the system automatically designates the party as pro se.
- Query of attorneys on a case will now display the role of the party that the attorney represents. Further query will display more detailed information for that party. If an attorney represents more than one party on a case they will appear once for each party. When docketing, you should choose each party's name that you represent.

Docketing:

- Multi-part motions will now be entered in the order they are selected rather than in alphabetical order. You will see an additional drop down box for connecting text - either “in addition to” or “or in the alternative.”
- When the system was slow & you clicked “Submit” more than once, a duplicate docket entry was sometimes recorded. This has been corrected.
- The NEF now reflects the transaction more accurately in a variety of circumstances.

Payment of fees over the internet:

- If you are not paying the fee immediately you should use the “Continue filing” button rather than closing or minimizing the window.

Caption:

- You will see a full display of information when querying or docketing. This information includes, case number, case name, case type, chapter, office code, asset status, case flags, date filed, and date of last filing.

Notices:

- When the Bankruptcy Noticing Center (BNC) receives a noticing request for a recipient without an address, they ask the debtor or debtor's attorney to provide the missing address. CM/ECF will no longer send the recipient's name to the BNC if they have an attorney with an address.
- Form B9G (Chapter 12 Individual or Joint Debtor Family Farmer) has been revised. The line which begins "The court, after notice and a hearing...." in the Meeting of Creditors paragraph has been removed.
- You may now receive a Notice of Electronic Claims Filing (NECF) if a claim is edited, or a Notice of Electronic Filing (NEF) when various edits are made, e.g., when a document (image) is added to a docket entry. The notice is sent only to active attorneys/trustees and any additional addresses specified for their accounts.
- Any documents linked to the edited claim/docket entry can be viewed by the recipient without charge for 15 days after the edit is made. The NECF can be viewed by clicking the silver ball on the Claims Register.

Reports:

- One new report, Written Opinions, has been added to search for opinions then view them via links in the report.
- The option for choosing the docket activity report may now appear on the "Reports" menu.
- On the docket report, the party type labels now appear above rather than below the party's name and address.

Query:

- The label for a party's last name has been changed from "Last Name" to "Last/Business Name" on query and data entry screens
- The "Type" column on the Filers query screen now shows the description of party role rather than a code. (Example: Debtor instead of db)
- The Query menu now includes options for the Claims Register and the Creditor Mailing Matrix.

Utilities:

- Clear Default PACER Login is a new option which removes the association between your CM/ECF login and your default PACER account so that you can set a new default.
- Removing the default might also be useful if you have multiple PACER accounts, so that you will be prompted each time you log in.

Miscellaneous:

- Charges for transcripts are not subject to the 30-page "cap".
- Written opinions may be viewed without charge. In addition, the Notice of Electronic Filing, the Billing Transaction Receipt, and messages issued before documents are displayed have been changed so that the language regarding charges is appropriate for the type of document.
- The software which verifies a PDF document when it is uploaded has been updated so that it will correctly handle a PDF document created by newer versions of Acrobat. Also, it now rejects a document if it has attachments or embedded files/scripts.